## Healthwatch Redbridge Board Meeting Minutes and Action points Wednesday 16 January 2019, 5.30pm - 7pm

healthwatch Redbridge

Present:	Apologies:	
Lorraine Silver- LS (Cha		
Margery Peddie - MP	Glynis Donovan- GD	
Athena Daniels - AD	Vanda Thomas - VT	
Cathy Turland - CT (Min		
Item	Discussions	Actions
1. Welcome &	1.1. Board members agreed that LS would chair the	
Housekeeping	meeting as VT had sent her apologies.	
	1.2. There were no declarations of interest	
	1.3. Apologies were noted.	
2. Minutes & matters	2.1. CT gave an update on MN's health.	
outstanding	2.2. The Minutes for 9 November 2018 were agreed	
	and signed by the Chair.	
	2.3. Matters arising and actions not on the Agenda	
	2.3.1. Google Calendar: MP to plan a short	
	training session for board members at	
	the next board meeting.	MP
	2.3.2. Enter & View GP review: the review is in	
	its final stages (delayed due to waiting	
	for responses from practices). CT will	
	bring to board meeting.	СТ
	2.3.3. Revision of the Articles of Association to	
	be sent to Charity Commission: <b>CT</b>	
	explained there was a delay to this	
	process as she had to firstly send the	
	revised Articles to Companies House.	
	The confirmation had recently come	
	through and the process will be	
	completed this month in time for the	
	charity returns to be completed	
	(deadline 31 January 2019) with	ст
	assistance from MD.	СТ
	2.3.4. CT to resend the telephone contact list	ст
2 Healthy Living	for Directors as a PDF document.	СТ
3. Healthy Living	3.1. Healthy Living Project: So far the project has	
Project	received 460 survey responses from across Redbridge with the cut-off date being this Friday	
	(18 January) 3.2. A further 2 outreach visits are planned for	
	tomorrow (17 January) which should push the	
	total over the target of 500 responses	
	3.3. Most of the visits have happened after office	
	hours in libraries and youth clubs	
	3.4. Redbridge College is now included in the study	
	3.5. £10 high street vouchers have been offered in	
	the form of a draw. It was stressed that	
	confidentiality was ensured at every stage with	
	connacticuate mus choured at every stage with	

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Healthy Living	students writing their student numbers on the	
Project (cont)	raffle tickets. HWR staff provided the vouchers	
	to school or college student liaison staff to	
	forward to the students	
	3.6. CT provided an update of the initial themes	
	coming from the research and theses were	
	discussed with the board.	
	3.7. It had been proposed that an event would be	
	held in March to provide feedback on the report.	
	This has now been moved to the summer due to	
	pressure of work.	
	3.8. Staff are meeting with Public Health this week to	
	review the responses and look at what we could do with the findings to impact on the Health and	
	Wellbeing of young people	
	3.9. A small number of safeguarding issues were	
	identified. Although the surveys are confidential,	
	we had some information (age, gender, school	
	etc). We contacted the relevant school or	
	college in each instance and highlighted what we	
	had found. Each school/college has taken steps	
	to ensure students are aware of opportunities to	
	discuss their concerns in a safe environment.	
	3.10. A project initiation document has been drafted	
	and was given to board members to review and	
	feedback their comments to the Volunteer	
	Coordinator. CT also stated that she would be	
	seeking to attract additional funding for the	
	event (circa £5,000).	
	3.11. There was an additional aspiration to identify	
	further funding for 2-3 years to develop a Youth	
	Healthwatch. MP was asked to review the	
	outcomes and assist in identifying the trends to	
	go forward in the report. AD would look for	MP
	additional research data to measure against	
	the outcomes shown.	AD
4. Councillor	4.1. The Councillor meeting has been confirmed for	
Meeting	Thursday 28 February from 1.30-4pm in the York	
	Room at Ilford Central Library	
	4.2. The draft agenda was circulated and discussed.	
	There will be an opportunity to showcase our	
	recent projects and to identify how we might	
	work more closely with councillors and other	
	organisations to support public inclusion.	
	4.3. MP suggested having three main topics of	
	discussion to highlight our impact and how HWR	
	could assist in gathering feedback.	
	4.4. CT has asked Healthwatch England if they could	
	assist in supporting the event with a key note	
	speaker. We are currently awaiting confirmation as to whether the HWE Chair (Sir Robert Francis	
	as to whether the five than (Sh Robert Francis	

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		QC) or Director (Imelda Redmond) will be able to attend.		
	4.5.	CT suggested asking Cllr Zammett to speak about		
		our working relationship with the council scrutiny		
		committee. The board agreed.		
	4.6.	CT proposed opening the meeting up to other		
		statutory sector leaders from NHS and LA. By		
		having Sir Robert attend, this might encourage		
		more uptake. The board agreed.		
	4./.	Staff are beginning to publicise the event and CT		
		showed a range of publicity information they will		
		be using. An engagement strategy is in the early		
		stages of development and MP agreed to provide feedback to the Communications		
		Officer.	MP	
5. AGM	51	CT asked the board to consider holding the	741	
5. AGM	5.1.	(delayed) AGM by the beginning of March. <b>CT to</b>		
		send a list of available dates and will confirm by		
		25 January.	СТ	
6. Mortality Review	6.1.	CT updated the board on the mortality review of		
Report		a patient with severe dementia who was moved		
-		and died within a month of the move.		
	6.2.	CT has been working with the family as there has		
		been no contact with the family until HWR		
		intervened.		
	6.3.	The mortality review, concluded there were no		
		problems with the move or the level of care		
		received by the patient, however, the family		
		were never involved or included in the review		
		and had no opportunity to have their say. The CCG were contacted by CT who wanted to send		
		the report to the family. After a delay, we have		
		now sent the report to the family for their		
		comments.		
	6.4.	The CCG has offered to meet with the family and		
		CT is working with them to enable this to happen.		
		CT will update the board with any outcomes		
		after this meeting has taken place.	СТ	
Confidential Items				
7. Financial & HR	7.1.	These minutes have been redacted due to		
Matters		commercial or personnel sensitivities.		
8. AOB	8.1.	These minutes have been redacted due to		
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9. DONM		commercial or personnel sensitivities. Thursday 7 February 5.30-7pm		

Signed \_\_\_\_\_

Date\_\_\_\_\_